



Neal Czaplewski, Chairman
Jeff Rice, Supervisor No 1
Steve Swantz, Supervisor No 2
Jason Ketterhagen, Supervisor No 3
vacant, Supervisor No 4

Town Board Minutes

March 12, 2026

Call to order: Roll Call and Verification of Posting

Chairman Czaplewski called the Town Board meeting to order at 7:18PM. The meeting was held at 32288 Bushnell Road, Burlington in the town hall auditorium.

In attendance: Neal Czaplewski, Jeff Rice, Steve Swantz, and honorary member Brandon Fliss.
Jason Ketterhagen was absent.

Also in attendance: Administrator Rachel Naber, Chief Bill Vrchota, Highway foreman Jake Isaacson, and Attorney Peter Ludwig.

Public comment

Mario Denoto introduced himself as a candidate for the Burlington Area School Board.

Ellen Schutt introduced herself as a candidate for Representative to Assembly District 33.

Colleen Welke, 33814 S Lakeshore Dr, requested that the Marine Chief be placed on future agendas to report on lake activity.

Vicky View, 1322 S Teut Rd, offered a suggestion regarding the Plan Commission land division application on Yahnke Road. She suggested a deed restriction prohibiting future division.

Zach Naber, 30228 Ketterhagen Rd, spoke of Birchwood Reserve causing drainage issues

Town Chairman and Supervisors Reports

Czaplewski spoke about capital outlays and future expenses.

Rice commended the Fire Department on the success of their recent bowling fundraiser.

Swantz spoke on river flooding after recent storms.

Fliss had no comment.

Consent Agenda: Approval of meeting minutes from regular meeting on February 12, 2026 and to accept monthly Reports: Highway, Sheriff, Marine, Fire

Rice moved to approve the consent agenda; Swantz seconded the motion. Motion carried.

Financial Reports Pre-paid vouchers and bills approximately as of March 12, 2026

Swantz moved to approve the financial reports; Rice seconded the motion. Motion carried.

Plan Commission Recommendation Land Division - Parcel: 002-02-19-08-004-000 / Yahnke Rd

Petitioner/Owner: Eric Lundstrom

The Plan Commission tabled the application at its meeting; therefore no action was taken.

Aquaducks Petition

The Aquaducks submitted their annual petition to be exempted from the provisions of the ordinances related to water skiing of the Town.

Rice moved to approve the petition as presented; Swantz seconded the motion. Motion carried.

Resolution 2026-03.12a Lower Speed Limit on Spring Prairie Rd

Swantz moved to approve Resolution 2026-03.12a; Rice seconded the motion. Motion carried.

Presentations

Burlington Cemetery 2026 Budget

Not in attendance.

Town Roads Financial Outlook

Isaacson spoke about recent grants that have provided for road improvements. He spoke of several roads that are in need of repair and commented that the town is currently on a 75-year road plan. Naber presented 2 options for increasing funding, which were an increase to the levy and debt.

The board discussed the options. Czaplewski is interested in forming a committee to further explore the options.

Annual Fire Department Banquet

Czaplewski spoke about the upcoming annual banquet for the fire department. He also explained that due to recently implemented policies, any expenses over \$5,000 must be approved by the board.

Swantz moved to approve the fire department banquet not to exceed \$5,500 from monies raised by the department; Rice seconded the motion. Motion carried.

Purchase of trailer for the Town of Burlington Fire Department

Chief Vrchota spoke about the request to purchase a 7x14 trailer for \$5,469 from A+ Power Sports & Trailer Sales for the fire department. Captain Ken Remer spoke about the funds raised and the bids on differing trailers.

Rice moved to approve the purchase of a 7X14 trailer from A+ Power Sports & Trailer Sales in the amount of \$5,469; Swantz seconded the motion. Motion carried.

Road Bids: Mill and Overlay Maple Grove and Seal Coating

Swantz moved to award the bids from Asphalt Contractors \$86,000 and Scott Construction \$18,368; Czaplewski seconded the motion. Motion carried.

Ordinance 10.18 UTV/ATV

Naber read a message from Ketterhagen the chair of the UTV/ATV committee which summarized the committee meetings. The committee will meet again on March 31st to discuss bond schedule and signage.

Rice stated that he would like to see the funding for signs to come from donations or fundraising. Rice moved to pass Ordinance 10.18; Swantz seconded the motion. Motion carried. The ordinance will become effective after signage is in place.

State Action on Wake Boat Update

Czaplewski provided an update on the state action. There are legal proceedings regarding wake boats in the state of Wisconsin. The board will not take action until this is completed.

Closed Session

Motion to enter Closed Session under Wis Stats 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved. - Town property and/or property not in compliance with Town Ordinance

At 8:21PM Swantz moved to enter closed session under Wis Stats 19.85(1)(g) to confer with legal counsel regarding strategy concerning Town property and/or property not in compliance with Town Ordinances; Rice seconded the motion.

Roll Call Vote:

Jeff Rice – Aye

Steve Swantz – Aye

Neal Czaplewski – Aye

Motion to adjourn closed session and reconvene in open session

At 8:46PM Swantz moved to adjourn closed session and return to open session; Rice seconded the motion. Motion carried.

Possible action from Closed Session

There was no action taken.

Adjournment

Rice moved to adjourn the meeting at 8:46PM; The motion was seconded by Czaplewski. Motion carried.

Jeanne Rennie, Clerk